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28 July 1951

MEMORANDUM FOR: ADD/A (General)

FROM : Comptroller

SUBJECT : Finance Personnel Requirements

REFERENCES : (a) Memo to ADD/A (General) dated 16 June 1951 from Comptroller, subj: Status of Finance Personnel Requirements.

(b) Memo to Asst. Comptroller from Chief, Finance Division, dated 23 July 1951, subj: Additional Personnel to Service [REDACTED]

(c) Memo to Comptroller from Chief, Finance Division, dated 9 July 1951, subj: same as Ref. (b).

(d) Memo to Comptroller from Finance Division dated 11 June 1951, subj: Request for Additional Payroll Employees

1. Reference (a) set forth in detail the status of personnel requirements as of 16 June 1951 for the Finance Office. Since the preparation of this memorandum the Chief, Finance Division has submitted a request for [REDACTED] additional positions [REDACTED] of which are payroll and allowance clerks at Grade GS-5, and [REDACTED] travel auditors, also at Grade GS-5. The justification for this additional increase of [REDACTED] positions is set forth in References (b) and (c) which are attached.

2. Reference (d), also attached, supports the request for the [REDACTED] positions requested in Reference (a).

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3. The following summary is a recapitulation of the pending requests for increases in the T/O of the Finance Office by organizational units:

<u>Unit</u>	<u>Present T/O</u>	<u>Requested Increase</u>	<u>Total</u>
Comptroller			
Coordinating and Con-			
tracting Unit			
Budget Division			
Fiscal Division			
Finance Division			
Overseas Trainee Pool			
Military Pool			
Total			

25X1

4. In paragraph 3 of Reference (a) you were advised that a request for an increase in the number of positions approved for the Coordinating and Contracting Unit would be submitted at a later date when the revision of [] of the Confidential Funds Regulations relating to the duties and responsibilities of the Covert Coordinating Committee and the review and control of [] projects were coordinated and approved. The proposed revision is still in the process of completion under the direction of []. It is anticipated that action will be completed within the next few days.

25X1

5. It is sincerely requested that the above request for additional personnel be given careful consideration at an early date in order that plans may be made to provide for greatly increased operations.

[]

E. R. SAUNDERS

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